

## Inter Office Memo



To: Tom Johnston

From: Gerry Burns

Date: 10/22/08

Subject: Bid #0910-080 Holiday Lighting Recommendation of Award

Bid #0910-080 was created to provide services for mounting and dismounting of Holiday Light's on the George A. Purefoy Municipal Complex (City Hall/Library building). The project includes mounting C9 lights and lit "snowflake" features on the front of the building. The lighting display is a coordinated effort with Frisco Square Development. Holiday of 2008 will be the third year we have participated in the Holiday light event.

Bid #0910-080 provides for a one-year contract with four renewals, at the City's choice. Today, the sealed bids for this project were opened. As noted in the bid tab (attached) "Livewire Guy" was the lowest bidder. However, "Livewire Guy" did not meet the minimum qualifications of the bid specification. Thus, Dee Brown Inc. is the lowest responsive and responsible bidder.

Therefore, we recommend Dee Brown Inc. for award of Bid #0910-080 for the sum of Thirty One Thousand Four Hundred Fifty Dollars (\$31,450.00).

Their proposed agreement and bid tab is attached to this memo. Requisition 20657 has been generated for this contract.

I respectfully request this item be placed on the November 4, 2008 City Council agenda for consideration.